

Report from a Committee Meeting of the CAB – Outreach & Community Engagement Subcommittee (OCEC)

Group Name	Outreach & Community Engagement Subcommittee (OCEC)	Date	9/21/21
Chair	Nakenya Allen	Time	10:00AM-11:30AM
Recorder	Nicole Popczuk	Location	Web Meeting (Zoom)

MEETING ATTENDED BY THE FOLLOWING

Nakenya Allen (Chair)	Mark Thomas	Staff: Nicole Popczuk
Crawford Carpenter (Vice Chair)	Dale Harrington	Staff: Monique Tate

MEETING HIGHLIGHTS

- Welcome, Introductions & Announcements
 - Convened – 10:00 a.m.
- Public Comment on any item under the jurisdiction of the Community Advisory Board and not on this agenda.
 - No Public Comment was received.
- Approval of the Minutes from the August 17, 2021 CAB OCEC Subcommittee Meeting [VOTE]
 - No Public Comment was received.
 - Motion: Crawford Carpenter
 - Second: Mark Thomas
 - Passed unanimously
- Standing Agenda Item for Membership Status
 - Update regarding actions to contact West Contra County Cities
 - No Public Comment was received.
 - Discussion: See video here for more details:
<https://youtu.be/FPzv9Fmx65w>

- Crawford Carpenter: See below:
 - Contacted all West County City points of contact and shared flyer/application;
 - Met with Matthew Morrissey, DVC Administration of Justice Department Chair, function is Director; Corrections Focus - Community Based Course (Reentry); Has a Faculty Member in Richmond, Pam Harrison, that might be interested; She worked 30 Years in Probation for Alameda County - Juvenile Justice and lives in Richmond; Retired (5) years ago; Other areas of study we may want to target applicants from:
 - Addiction Studies Program
 - Psychology (i.e., Mental Health)
 - Racial Social Justice
 - Danville decided to contact the Police Chief to announce our recruitment needs to Citizen's Police Force;
- Update on announcements that have been sent to State Senators & Representatives in Contra Costa County
 - No Public Comment was received.
 - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>
 - Crawford Carpenter: Contacted all offices, now have points of contact and shared flyer/application;
- Update on scheduling CAB Membership notice to appear in BOS newsletters
 - No Public Comment was received.
 - Discussion: See video here for more details: <https://youtu.be/FPzv9Fmx65w>
 - Crawford Carpenter: Contacted all BOS, now have points of contact and shared flyer/application;
- Review adjusting language in CAB Recruitment Flyer
 - No Public Comment was received.

- Discussion: See video here for more details:
<https://youtu.be/FPzv9Fmx65w>
 - Nakenya Allen: Add a broader bullet point to account for those that are generally interested; We should outreach beyond the system for recruiting; She applied for RJOB first, and was redirected to CAB; Post on School Bulletin Boards; Give professors flyer; Contra Costa Community College District has a San Ramon Campus too; Potential efforts to transitioning NEW Members:
 - Documenting accomplishments;
 - Bridge the gap;
 - Not just a document, but wants to see it in action;
 - Crawford Carpenter: Concur with Nakenya that the Work Plan timeline may need to be revisited; Add a bullet on first page "anyone interested in public safety issues are all encouraged to apply"; Recommends delegating contact list amongst the group to follow-up, specifically for West County; Encouraged by the opportunity to recruit youth applicants; Can we address the line on commitment?;
 - Nicole Popczuk: Update flyer with (2) versions and bring back to Subcommittee; Once revised, we can provide updated version to BOS and website; Need to change the location on flyer; Will wordsmith the commitment line differently;
 - Mark Thomas: Found us on the internet and eventually was brought to the CCC website; Recommends distributing information to CBOs and student organizations;
 - Monique Tate: Recommends we don't rule out High School Students; Could reach out to Contra Costa County Office of Ed; Suggests at the Retreat that this group present some type of Workbook;
 - Dale Harrington: When we meet via Zoom it's easier for students to join; If they are going to be involved, they need be committed to attend;
- Review adjusting language in CAB Application
 - No Public Comment was received.

- Discussion: See video here for more details:
<https://youtu.be/FPzv9Fmx65w>
 - Nicole Popczuk: Current questions on CCC Advisory Body Application:
 - Name and contact information.
 - Gender & ethnicity not a question.
 - Education.
 - Have you ever attended a meeting of the advisory board for which you are applying?
 - Please explain why you would like to serve on this particular board, committee, or commission.
 - Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)
 - Are you currently or have you ever been appointed to a Contra Costa County advisory board?
 - List any volunteer and community experience, including any boards on which you have served.
 - Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)
 - Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?
- Review standardizing CAB Interview Questions
 - No Public Comment was received.
 - Discussion: See video here for more details:
<https://youtu.be/FPzv9Fmx65w>
 - Crawford Carpenter: Any more questions you want to add? Process? Chair do (3), then Crawford (3), and then so on? Should we add a question RE: commitment to serve (i.e., Are

there are any circumstances that would prevent you from attending all meetings?);

- Dale Harrington: Thought that the interview questions that were asked of him were great;
- Next Steps
 - Discussion: See below in "Next Steps".
- Adjourn to next Subcommittee Meeting: October 19, 2021, 10:00 a.m. to 11:30 a.m.
 - Adjourned – 11:36 a.m.

NEXT STEPS

- Agenda Items for October:
 - Standing Agenda Item for Membership Status
 - ORJ to provides updates RE: edits to flyer, interviewing and application requirements; Explore online application form;
 - Review Applications for New Membership to be Considered for Nomination by the full CAB
 - Darl Michael – Resident of Oakley, CA; Formerly incarcerated; Interested in making a difference;
 - DVC Faculty Member in Richmond, Pam Harrison, that might be interested; She worked 30 Years in Probation for Alameda County - Juvenile Justice and lives in Richmond; Retired (5) years ago
 - Lila Blanchard: May have a lead for us or at least, will get the word out;
 - Revisit Work Plan Timeline

ACTION REQUESTED OF FULL CAB

- Provide Subcommittee with applicants from West County

IMPORTANT DATES

- Next Subcommittee Meeting: 10/19/21 @ 10:00AM-11:30AM; Agenda Items Due to ORJ on 10/13/21;

ATTACHMENTS

- None.